

## 2023 Shipping Options

Competitive Exhibits can be shipped to and from the fair either by **Federal Express (FedEx)**, **United Parcel Service (UPS)** or by mail: **United States Postal Service (USPS)**.

You do not have to use the same delivery and return methods but be sure to note what your plans are when you enter your exhibits. If your return plans change, during fair dates, let the superintendent know.

Regardless of the shipping option you choose, the exhibits must be entered by the department entry deadline and received by the department receiving deadline.

You are responsible for a **PREPAID RETURN LABEL** for shipment costs whether it is by USPS or a delivery service.

### Instructions to send and/or return by delivery services: FedEx or UPS

- **Take exhibits to delivery service for either one-way or two-way shipping, with return shipment pre-paid.**
- Address the package to: Nebraska State Fair, 501 E Fonner Park Rd, Suite 200, Grand Island NE 68801.
- **Must use the street address, do not use the PO address for any of the delivery services.**
- Tracking is automatically included in the shipment cost with either delivery service.

### Instructions to send and/or return by USPS: OR Delivery Service

**Note:** In each option below, you can use a *prepaid USPS Priority Mail flat rate "If it fits, it ships" box* instead of using a conventional package. In this case, tracking is automatically included in the cost.

#### **Both send and return by USPS or Delivery Service:**

- Pack exhibits for mailing but do not seal the package before taking it to the post office.
- Address the package to: Nebraska State Fair, 501 E Fonner Park Rd, Suite 200, Grand Island NE 68801.
- Include an envelope in the package with (1) a copy of your entry form noting return by USPS, or delivery service. (2) a **prepaid return mailing label** with address.
- **At the post office, pay the cost of postage and tracking to mail package from NSF office to the return address. Include the prepaid return label to cover the cost.** Do not send cash or check for return postage.
- Place the prepaid return label in the envelope and the envelope in the package. Seal and mail the package.

#### **Delivery in-person and returned by USPS or Delivery Service:**

- Pack exhibits in a container suitable for return by mail but do not seal.
- When you deliver the exhibits to the fair, indicate that the container should be retained for return by USPS.
- Include an envelope in the container with (1) a copy of your entry form noting return by USPS and (2) a prepaid return mailing label for the return mailing cost.
- Take the container to the post office to verify the cost to return the container and contents including tracking from the NSF office to the return address.
- Use a Prepaid Return Label for the amount verified by the post office for return by USPS or Delivery Service. **Items will NOT be returned without the prepaid return label, you will then need to pick-up exhibits at the Nebraska State Fair office by Oct 27<sup>th</sup>, 4:30pm.**

#### **Send by USPS and return by in-person pickup:**

- Pack exhibits for mailing. Include copy of entry form. Indicate return plans on entry form.
- Address the package to Nebraska State Fair, 501 E Fonner Park Rd, Suite 200, Grand Island NE 68801.
- Include tracking in the mailing to provide verification of package delivery.